

**ADDENDUM 1**  
**Back-up Power Upgrade at the Roanoke Civic Center Emergency Shelter**  
**RFP Number 08-08-05**

**August 24, 2007**

**Pre-proposal Meeting for Back-up Power Upgrade at the Roanoke Civic Center Emergency Shelter**

August 22, 2007, at 2:00 p.m. at Roanoke Civic Center Conference Room

**Highlights of RFP**

1. Page 7 – Item 5 – Project schedule will be three consecutive months from notice to proceed to completion of final design.
2. Page 10 - Section 6 – Services and/or Items Required.
  - a. Preliminary Design
  - b. Final Design Phase
  - c. Bid Phase
  - d. Construction Phase

**Questions/Comments**

1. Q: You cannot get a generator on site in three months from day ordered.  
A: The design phase is three (3) months and the construction phase is assumed to be 26 weeks.
2. Q: Is the generator to be diesel or natural gas? Natural gas line is available at the Civic Center  
A: The type of fuel has not been established in the RFP. We are looking to the design professional to come up with the best solution.
3. Q: What brand of generator are you looking to use at the Civic Center?  
A: The brand of generator is not specified in RFP.

**Tour of Generators**

**New Generator**

1. Q: Who did construction on Phase II (Special Events Center)?

A: Branch and Associates

2. Q: Storage of the fuel tank for new generator?

A: 818 gallons of diesel

3. Q: What is the testing schedule of the new generator?

A: Test run is done every Monday morning.

4. Q: Where is the breaker on the generator?

A: In the main breaker room for Special Event Center

5. Q: Brand of current generator?

A: Kohler Diesel Generator Power System 230

6. Q: How many square feet is the Special Event Center?

A: The center is 40,000 approximately square feet planning for 30 square feet per person when the center is used as an Emergency Shelter.

7. Q: Is this generator going to be solely for Emergency Shelter or will it be used for the Coliseum for events?

A: That is open as that is one of the options in the RFP.

### **Old Generator**

1. Q: When was old generator put into service?

A: 1971

2. Q: Where is the transfer switch?

A: On wall behind generator

3. Q: What physical considerations have to be considered when removing the old generator?

A: There are double door to the outside – up two short ramps. There is a step down from the double doors onto the ramp that leads to the loading area.

### **Electrical Room A – Outside Entrance on the Special Event Center**

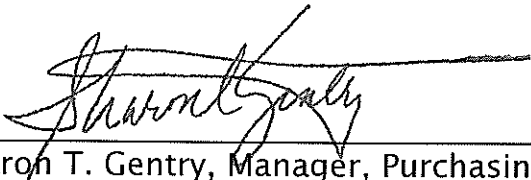
No questions in this area.

### **Plans**

1. Q: In the RFP it states Auto Cad 2008 and/or AutoCad 2008 compatible. Which is it?

A: We are asking for AutoCad 2008 compatible.

2. Q: How long before you make a decision and award the proposal?  
A: It will depend on the competitiveness among the proposals
3. Q: The emergency manager will need to know what loads he wants on the generator before a generator is decided upon.  
A: He is already thinking about what loads he wants and that will be decided after proposal is awarded.
4. Q: There are two electrical services into the Civic Center and it appears that the special event center generator only backs up one of the services. Is this correct?  
A: The show panels (coliseum) are not backed up by the emergency generator.



Sharon T. Gentry, Manager, Purchasing

08/24/2007

Date